



## Meeting Minutes: April 13, 2023– 9:00 AM

### 9:00 Call to Order

- Present: Ed Behn, Allen Edinberg, Hank Rauch, Kate Storm, Nancy Armitage (9:10)
- Absent: Ken Salsman, Lea MacLean
- Mr. Behn noted the meeting is being live streamed and recorded by Westborough TV.

### 9:00 Approval of Minutes

- Passed over

### 9:02 3 Baylor Ave Project – RFP Update

- Mr. Behn provided an update. RFP was noticed on April 3, 2023, as required, and released on April 10, 2023. The schedule is as follows:
  - Pre-submittal meeting and site walk-through is on May 3, 2023, at 10:00 am, at Memorial Hall in Town Hall, to be followed by a site visit and walk-through.
  - Questions and requests are due by May 18, 2023, at 4:00 pm.
  - The Trust will respond to questions and requests by May 30, 2023.
  - June 9, 2023, at 11:00 am is the deadline for responses.
- Shab Khan, the Town's procurement officer is assisting the Trust and is managing the logistics and process.
- The meeting and site visit on May 3, 2023, will be posted as a public meeting to allow for more than three Trustees to be present.
- Mr. Edinberg contacted several organizations that may be interested in the project. He also contacted other Trusts, asking them to forward to developers who may be interested.

### 9:15 Residences at Westborough Station Court Case Update

- Mr. Behn provided a brief history of recent actions. Mr. Edinberg noted that the discovery process is underway and depositions have been requested. Mr. Behn noted that all Trust related discovery requests were responded to as appropriate.

### 9:17 Rogers Road

- Ms Storm and Mr. Rauch are scheduled to meet with Jill Dupres, a long-standing Westborough Housing Authority (WHA) board member. The meeting is to discuss creating a task force for exploring options and directions for the property. The expectation is a need for engineering and consulting services to create a plan and a financial model.



- Mr. Edinberg noted that the project in Acton successfully received waivers to bypass Chapter 30A and to provide for local preferences. He determined that wastewater allocation is not something that can be modified by home rule petition. The Trustees discussed aspects of the process and the sequencing of events for the Acton project.
- Mr. Rauch suggested the following next 3 Steps:
  - Data-Driven Needs Assessment
  - Engineering Consultant to create options and feasible project options
  - Affordable Housing Consultant for financial modeling, funding, and guidance through state and federal processes
- Mr. Edinberg noted that we may get some needs assessment information from the Senior Needs Assessment Report, due to be published shortly.

### 9:32 First Time Buyer Program

- Mr. Edinberg has had some communications with Mass Housing Partnership (MHP). MHP is currently ramping up a program using ARPA funds in several cities. MHP is unable to directly assist our program currently.
- MHP will allow us to use OneMortgage approval as a qualification for our program.
- Mr. Behn asked about the OneMortgage requirements. These are available on the MHP website.
- MHP provided guidance that down payment assistance is the easiest method of providing assistance given the complexity of mortgages and closing.
- Mr. Behn confirmed that if the assistance was a loan, it would be subordinated to other liens.
- Mr. Edinberg requested data from the Town to determine how many employees fall into the AMI ranges. The goal is to determine the optimal income levels as requirements for the program. Informally, department heads are supportive. The program must be defined so that it is not deemed an employment benefit.
- Mr. Rauch asked if Rockland Trust is partnering with MHP on their programs. Mr. Edinberg noted that MHP has a list of participating lenders. Ms Storm looked this up and noted that Rockland Trust is a partner.

### 9:40 Other Business

- Mr. Behn pointed out the article about the Trust in the *Community Advocate*.
- Mr. Behn recapped the positive vote for Article 19 at Annual Town Meeting. With passage, the Trust has a balance of roughly \$2,270,000 in the trust.
- Mr. Edinberg attended a Council on Aging meeting. He recapped his presentation, discussing the Rogers Road project and the termination of the eviction moratorium. The update became a 35-minute discussion across a wide range of housing and affordability issues. The recording will be posted by Westborough TV.



## 9:50 Adjourn

- Ms Storm moved to adjourn; Ms Armitage seconded. Motion passed 5-0, with 5 being present.